



# SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi - 110007  
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June 20, 2019

## NOTICE INVITING TENDERS FOR CONDUCTING SECURITY AUDIT OF THE SRCC WEBSITE

Shri Ram College of Commerce (SRCC), a premier institution for Commerce and Economics education in the country, invites sealed Bids under two envelopes system (Technical Bid and Financial Bid) from the organizations empanelled by the Indian Computer Emergency Response Team (CERT-In) under the Ministry of Electronics and Information Technology, Government of India for security audit of the SRCC website ([www.srcc.edu](http://www.srcc.edu)). Technical details of the SRCC Website are given in *Annexure - I*.

### Eligibility Criteria

1. The bidder **must be an empanelled organization** of Indian Computer Emergency Response Team (CERT-In) under the Ministry of Electronics and Information Technology, Government of India.
2. The bidder **must have successfully completed minimum three (3) Security Audits** in CPSUs/Govt. Organizations/ Departments/ Ministries/ Banks etc. during the last three last years. (Copies of Work Orders and Completion Certificates/ Customer Satisfaction Certificates must be attached.)
3. The bidder **must have a support office located in New Delhi/ NCR** (Gurugram/Noida/Faridabad).
4. The bidder **must not have been blacklisted** by any government department/ organization from participation in any tender query.
5. The bidder **must be registered with relevant tax authorities** viz. IT/GST etc.

Bid along with the following documents **must be submitted** in a non-window sealed envelope superscribing 'NIT for Conducting Security Audit of SRCC Website':

1. Technical Bid & Financial Bid in separate covers as per proformas given in *Annexures - II and III*, respectively.
2. Certificate with respect to incorporation/registration of the company/firm under the relevant law.
3. Certificate in respect of **currently valid empanelment** of the bidder with CERT-In.
4. Documents in support of Security Audits conducted for CPSUs/Govt. Organizations/ Departments/ Ministries/ Banks etc. during the last 3 years. Copies of Work Orders and Completion Certificates/ Customer Satisfaction Certificates must be attached.
5. An undertaking stating that the **bidder has not been barred or blacklisted** by any of the Government agency/ department from participation in the bidding process.
6. EMD (to be remitted as detailed in Bid Information Table).
7. Details of **registration with respect to PAN/GST**.
8. Duly signed Undertaking as per *Annexure-IV*.

Interested agencies/ vendors who fulfill the eligibility criteria stated above and agree to the terms and conditions as stated in *Annexure-V* may submit proposals complete in all respect as stated above to The Principal, Shri Ram College of Commerce (University of Delhi), Maurice Nagar, Delhi - 110007, latest by 1600 hrs on July 12, 2019.



Technical details of the SRCC website are as under:

Sr. No.	Information about Application	Description
1	Application Name & URL	<a href="https://www.srcc.edu/">https://www.srcc.edu/</a>
2	Operating system details	Linux
3	Application server with Version	VCPU 4 Core INR 8 GB RAM 250 GB HDD Data Transfer 500 GB
4	Development platform for application : Front-end Tool [Server side Scripts] (i.e. ASP, Asp.NET, JSP, PHP, etc.)	PHP
5	Whether the site contains any content management module	Drupal 7 CMS
6	Back-end Database	Phpmyadmin
7	No of input forms	4
8	No. (Approximate) of input Fields	23
9	No. of login modules	1
10	How many application roles/privilege levels of users	6
11	Does the application provide a file download feature	Yes
12	Does the application provide a file upload feature	Yes backend Admin may do so.
13	Does the application has SMS integration	No
14	Does the application has E-Mail integration	Yes
15	Does the application has Payment Gateway integration	No
16	Static Pages	NA
17	Dynamic Pages	Complete website is dynamic having approximately 158 pages
18	Total Pages	Approx. 158 Pages
19	Subdomain	Placementcell.srcc.edu <i>Details as listed in next table (Table - A)</i>



**TABLE - A**

Sr. No.	Information about Application	Description
1	Application Name & URL	<a href="https://placementcell.srcc.edu">https://placementcell.srcc.edu</a>
2	Operating system details	Linux
3	Application server with Version	VCPU 4 Core INR 8 GB RAM 250 GB HDD Data Transfer 500 GB
4	Development platform for application : Front-end Tool [Server side Scripts] (i.e. ASP, Asp.NET, JSP, PHP, etc.)	PHP 7.1
5	Whether the site contains any content management module	NO
6	Back-end Database	MYSQL
7	No of input forms	35
8	No. (Approximate) of input Fields	
9	No. of login modules	4
10	How many application roles/privilege levels of users	3
11	Does the application provide a file download feature	Yes
12	Does the application provide a file upload feature	YES
13	Does the application has SMS integration	YES
14	Does the application has E-Mail integration	YES
15	Does the application has Payment Gateway integration	NO
16	Static Pages	NO
17	Dynamic Pages	150+
18	Total Pages	150



## TECHNICAL BID

1	Name of the firm/ company	
2	Address for communication	
3	CERT-In Registration Number	
4	Name of authorized representative	
5	Specimen signature of the authorized representative/ signatory	
6	Contact number	
7	Email	
8	Details of CPSUs/ Govt. Organizations/ Departments/ Ministries/ Banks etc. for which Security Audits conducted during the last 3 years (documents/ certificates in support also to be provided)	
9	Details of registration with respect to PAN/ GST	
10	List of documents enclosed	

Date: \_\_\_\_\_

Signature of the Bidder \_\_\_\_\_

Place: \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Seal



## FINANCIAL BID

Name of the firm/ company \_\_\_\_\_

Name of the authorized representative \_\_\_\_\_

Specimen signature of the authorized representative \_\_\_\_\_

S. No.	Particulars	Price (in Rs.)	Applicable taxes (in Rs.)	Total Price (in Rs.)
1.	Security Audit of SRCC Website			

Quoted price will remain valid for 90 days from the date of opening of bid.

Date: \_\_\_\_\_

Signature of the Bidder \_\_\_\_\_

Place: \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Seal



## UNDERTAKING

The Principal  
Shri Ram College of Commerce,  
Maurice Nagar,  
Delhi-110 007

Sir,

I/We, the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender document and hereby undertake to agree and comply with them.

I/ We understand that in case of breach of any of the terms and conditions committed on our part, the contract for Security Audit of SRCC Website, if awarded to us, will be liable to be terminated.

Date: \_\_\_\_\_

Signature of the Bidder \_\_\_\_\_

Place: \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Seal



## TERMS & CONDITIONS

1. **Scope of Work:** Primary objective of the security audit exercise is to identify major vulnerabilities of the SRCC website (*www.srcc.edu*) from internal and external threats. Once the threats are identified and reported, the auditors should also suggest acceptable and possible remedies.

The Auditor is expected to carry out an assessment of the vulnerabilities, threats and risks that exist in the above cited SRCC website through Internet Vulnerability Assessment and Penetration Testing. This will include identifying remedial solutions and recommendations for implementation of the same to mitigate all identified risks, with the objective of enhancing the security of the website. The audit of website should be conducted in conformity with NIC audit guidelines.

To ensure that the SRCC website is free from the vulnerabilities, the audit exercise will need to undertake the following activities:

1. Identify the security vulnerabilities, which may be discovered during the security audit including Cross-site Scripting, Broken Links/ Weak Session Management, Buffer Overflows, Forceful browsing, Form/hidden field manipulation, Command Injection, Insecure use of cryptography, Cookie posting, SQL injection, Server miss-configuration, well known platform vulnerabilities, errors triggering sensitive information, leak etc.
2. Password Policy
3. Log Review, incident response and forensic auditing
4. Integrity Checks
5. Virus Detection
6. Identification and prioritization of various risks to the SRCC website
7. Identify remedial solutions and recommendations for making the SRCC website secure & safe.
8. Any other issue.

**Roles and Responsibilities:** The auditor is responsible to articulate not just the audit tasks, but also the documentation of their activities, reporting their actions etc. and providing necessary guidance to the developer as and when requested during the audit phase.

**Audit Report:** Security Audit Report should clearly state that these web-page(s), including the back-end database and scripts, if any, are free from any vulnerability and malicious code, which could be exploited to compromise and gain.

**Deliverables and Audit Reports:** The selected auditor will be required to submit the following documents in printed format (2 copies each) after the security audit:

- (a) At Level-1, a detailed report with security status and discovered vulnerabilities weakness and mis-configurations with associated risk levels and recommended actions for risk mitigations.



- TERMS & CONDITIONS
- (b) Summary and detailed reports on security risk, vulnerabilities and audit with the necessary counter measures and recommended corrective actions to be undertaken by SRCC.
  - (c) The auditor will submit the final audit report after the remedies/recommendations are implemented and confirmed with retest.
  - (d) The final security audit certificate for the website (*www.srcc.edu*) should be in compliance with the NIC standards.
  - (e) All deliverables shall be in English language and in A4 size format.
  - (f) The vendor will be required to submit the deliverables as per terms and conditions of this document.

2. An **Earnest Money Deposit (EMD)** of Rs. 15,000/- (Rs. Fifteen Thousand Only) is required to be submitted along with the Bid in the form of Demand Draft/Bankers' Cheque/Pay Order from any nationalized bank payable at Delhi, drawn in favour of the *Principal, Shri Ram College of Commerce*.

In case the bidder wishes to claim waiver of EMD, necessary certificate from MSME with respect to exemption from payment of EMD is required to be attached with the bid.

EMD of the successful bidder will be released after deposit of Performance Security. In case of unsuccessful bidder, EMD will returned within 30 days from the date of placement of order to the successful bidder. No interest is payable on the EMD. Bids not accompanying the EMD will be summarily rejected.

**EMD is liable to forfeited** in the following cases:

- (a) If the bidder withdraws the bid during the period of validity of the bid.
  - (b) In case of successful bidder, if the bidder fails to accept the award of order based on the offered bid, or fails to furnish required performance security, or fails to honour own quoted prices for the services to be provided.
3. The successful bidder will have to deposit a sum equivalent to **5% of the amount of bid as Performance Security** to the college before signing the contract in the form of Demand Draft/Bankers' Cheque/Pay Order from any nationalized bank payable at Delhi, drawn in favour of the *Principal, Shri Ram College of Commerce*. Performance Security will be released after successful completion of the security audit and submission of the audit certificate. In case of non-performance/ unsatisfactory service, Performance Security is liable to be forfeited as penalty.
4. Registration of the bidder with respect to PAN/ GST with relevant statutory/government departments is mandatory and relevant documents to this effect are required to be attached with the bid.
5. The documents required to be provided in support form part of the technical scrutiny of the bidders. **Not providing any document as required, may lead to disqualification of the bid on technical grounds.**





6. The completion of work of security audit shall not take more than 90 days from the date of issue of work order. This includes commencement of initial audit of identified security vulnerabilities along with remedial solutions, fixing those vulnerabilities and issue of final security audit certificate by the successful bidder (auditing firm).
7. Payment will be made only after submission of Security Audit Certificate and Security Assessment Report on completion of the Security Audit. No advance payment shall be made. No claim on account of price escalation/ variation shall be entertained. Payment shall be subject to deduction of TDS and other statutory dues as applicable.
8. If there is any delay beyond the given timeline for completion of Security Audit and submission of Audit Certificate, the successful bidder shall be liable to pay liquidated damages @ 10% of the total cost of work.
9. The successful bidder will conduct the security audit itself and not through any third party or sub-agent or sub-contractor.
10. Bidders should submit the bids strictly in accordance with the terms and conditions stipulated in the tender document.
11. The college reserves the right to reject any or all bids without assigning any reasons thereof.
12. Bids received after last date for submission and Conditional bids are liable to be summarily rejected.
13. Technical bids will be opened first and Financial bids of only those bidders will be opened who qualify according to Technical Bid.
14. The decision of the college shall be final and binding on the bidders.
15. In case disputes or differences arise between the college and the successful bidder pertaining to any matter arising out of, or connected with this agreement, such disputes or differences shall be settled in accordance with the Arbitration and Conciliation Act, 1996. Arbitrator shall be appointed by the Chairman, Governing Body of the college.

